



WASHOE COUNTY
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DA ✓
Comptroller ✓
HR NA

STAFF REPORT
BOARD MEETING DATE: May 10th, 2016

DATE: April 18, 2016

TO: Board of County Commissioners

FROM: Richard Williams, Buyer
Washoe County Comptroller's Department
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THROUGH: Michael Sullens, Purchasing and Contracts Manager
Washoe County Comptroller's Department
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Cathy Hill, Comptroller
Washoe County Comptroller's Department
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SUBJECT: Approve retroactive and continued purchases for needed supplies, material, consultants, construction work, MRO and equipment from various suppliers that have or will exceed in the aggregate \$100,000.00 during the fiscal year, but will remain within available adopted budget funding during Fiscal Year 2015 – 2016; and approve purchases for Fiscal Year 2016 – 2017 that may again exceed \$100,000.00 in the aggregate but will remain within available adopted budget funding. All such purchases will continue to be subject to and in accordance with the local Government Purchasing Act. (All Commission Districts)

SUMMARY:

Approve retroactive and continued purchases for needed supplies, material, consultants, construction work, MRO and equipment from various suppliers that have or will exceed in the aggregate \$100,000.00 during the fiscal year, but will remain within available adopted budget funding during Fiscal Year 2015 – 2016; and approve purchases for Fiscal Year 2016 – 2017 that may again exceed \$100,000.00 in the aggregate but will remain within available adopted budget

AGENDA ITEM # 5F3

SUMMARY CONTINUED:

funding. All such purchases will continue to be subject to and in accordance with the local Government Purchasing Act.

Washoe County Strategic Objective supported by this item: Safe, secure and healthy communities.

PREVIOUS ACTION:

No previous action.

BACKGROUND:

Pursuant to Chapter 15.495 and Chapter 15.530 of the Washoe County Code. Board approval is required for the purchase of all supplies, materials, equipment and contractual services in annual amounts or estimated annual amounts in excess of \$100,000.00 in accordance with the Local Government Purchasing Act.

All of the below listed suppliers have exceeded and/or will exceed the \$100,000.00 threshold this fiscal year. Every supplier listed has already won multiple competitive bids within fiscal year 2015 – 2016 which individually did not exceed the \$100,000.00 threshold which would require approval of those purchases by the Board of County Commissioners. Cumulatively, these purchases and other purchases do exceed \$100,000.00. Pursuant to County Code 15.530, Board of County Commissioners must approve all purchases of supplies, materials, equipment and contractual services in annual amounts which exceed \$100,000.00 or which aggregate will exceed \$100,000.00. Prior legal opinion held that this approval is also needed for cumulative purchases with a vendor throughout a year which aggregate to exceed \$100,000.00

Since Washoe County purchases with the below listed suppliers have cumulatively exceeded \$100,000.00 for fiscal year 2015-2016. The Purchasing Division of the Comptroller's Department is requesting retroactive purchase approval with these suppliers to exceed \$100,000.00 in awarded purchases for 2015 – 2016, and to allow continued awarded purchases from them through the remainder of the fiscal year. Such additional purchases will remain within available adopted budget funding for the year, and all purchases will still be subject to competitive bidding or purchased in joinder to existing governmental sole source contracts.

The Purchasing Division would also like to request preapproval for fiscal year 2016 – 2017, in anticipation of the suppliers winning enough purchase awards, either directly or on a joinder basis, within the fiscal year to exceed \$100,000.00 in the aggregate. All purchases made during fiscal year 2016 – 2017 will remain within available adopted budget funding for the year, and all such purchases will still be subject to competitive bidding or shall be purchased in joinder to existing governmental contracts.

RECOMMENDED SUPPLIERS:

<u>Supplier Name</u>	<u>Vendor #</u>	<u>Supplier Name</u>	<u>Vendor#</u>
Champion Chevrolet	100922	Nevada DPS	104169
Sierra Nevada Con.	103372	Office Max	100824
Lumos & Associates	103194	Gradex Const. Co	103548
Jones West Ford	103153	Carson Dodge Chrysler	103329
West Group	100372	Garden Shop Nursery	103412
Nevada Division of Forestry	106883	Tyler Technologies	106996
Ecology and Environment	107542	Board of Regents	103752
Volunteers of America	110072	National Landscape	101268
Stryker Construction	110536	Wood Rodgers Inc.	103825
Janice Jung	105195	National Medical Services	101704
Silver State International	103223	Summit Engineering	103179
Sierra Assoc. of Foster	101350	Reno Business Interiors	100870
Alpine Roofing	103928	Sierra Pacific Turf Supply	102818
Far West Engineering	108023	Patrick Dolan	100512
DJR Forensics	102436	Green Tec-USA	110806
Faust, Marcus	102123	Med School Assoc. North	100867
M3 Planning Inc.	106251	Alta Vista Mental Health	110616
Northern Nevada Hopes	102920	Oliver Packaging & Eq.	109153
Arrascada Betsabeth	102231	Advanced Comm. Tech	109175

FISCAL IMPACT:

Expenditures with each of the above vendors will exceed [\$100,000] within Fiscal Year 2015 – 2016. The maximum fiscal impact will depend on the results of any remaining purchases in the current fiscal year. All purchases will remain within available adopted budget funding for Fiscal Year 2015 – 2016.

Expenditures within Fiscal Year 2016 – 2017 with these vendors are expected to again exceed [\$100,000]. The maximum fiscal impact will depend on results of competitive bids. All purchases will remain within available adopted budget funding for Fiscal Year 2016 – 2017.

RECOMMENDATION:

Approve retroactive and continued purchases for needed supplies, material, consultants, construction work, MRO and equipment from various suppliers that have or will exceed in the aggregate \$100,000.00 during the fiscal year, but will remain within available adopted budget funding during Fiscal Year 2015 – 2016; and approve purchases for Fiscal Year 2016 – 2017 that may again exceed \$100,000.00 in the aggregate but will remain within available adopted budget funding. All such purchases will continue to be subject to and in accordance with the provisions of the Local Government Procurement Act.

POSSIBLE MOTION:

Should the Board agree with staff's recommendation, a possible motion would be: "move to approve retroactive and continued purchases for needed supplies, material, consultants, construction work, MRO and equipment from various suppliers that have or will exceed in the aggregate \$100,000.00 during the fiscal year, but will remain within available adopted budget funding during Fiscal Year 2015 – 2016; and approve purchases for Fiscal Year 2016 – 2017 that may again exceed \$100,000.00 in the aggregate but will remain within available adopted budget funding. All such purchases will continue to be subject to to and in accordance with the provisions of the Local Government Procurement Act.